

# KENTUCKY CAREER AND TECHNICAL EDUCATION & PERKINS ACCOUNTABILITY GLOSSARY OF FREQUENTLY-USED TERMS

- **Attend Hours** – the hours a student is enrolled in a program/career major per day/average daily attendance
- **Career Clusters** – sixteen broad categories that encompass virtually all occupations from entry through professional levels
- **Career and Technical Student Organizations (CTSO)** – co-curricular organizations within CTE program areas to enhance student career and leadership development, motivation and recognition. The CTOS are Future Farmers of America (FFA), Future Business Leaders of America (FBLA), Family, Career & Community Leaders of America (FCCLA), Health Occupations Students of America (HOSA), Skills USA (SKILLS), Distributive Education Clubs of America (DECA) and Technology Student Association (TSA)
- **Career Major** – course of study (at least 4 credits) within a Program Area for which a student earns 4 credits and may receive a certificate—referred to as “program” in TEDS
- **Certificates:**
  - **Career Major Certificate** – award received by a student when s/he has completed 4 credits in a career area, work-based experience in that career area, and a culminating project; template on KDE website.
  - **Certificate of Achievement** – award received by a student when s/he has completed 4 credits in a career area but without work experience and/or a culminating project; template on KDE website.
  - **KOSSA Certificate** – award received by a student when s/he achieves 70% mastery on both sections of the Kentucky Occupational Skill Standards Assessment (KOSSA); mailed to KOSSA Coordinator
- **CTE Program of Studies Implementation Manual** – document that delineates the program areas, career clusters, career majors, course titles with descriptions
- **Dual – Credit Hours and Institution** – Post-Secondary credit hours earned by students in courses that are part of CTE career majors that are awarded to the student while still in high school and the institution where the hours were earned.
- **Exploratory Program** – a program which offers fewer than 4 credits as an introduction to CTE programs and does not lead to a career major
- **Exploring Student** – a student who is enrolled in a career major, but is enrolled in the first or second credit only
- **Exporting** – creating two text files (i.e. demographic and enrollment) containing TEDS data from STI or Infinite Campus that is imported into TEDS
- **Follow-Up Status** – the status of CTE completers entered 6 months after they complete the program. This is often called the “transition status”
- **Importing** – using the two text files generated from the export process from Infinite Campus to move TEDS data into TEDS
- **Kentucky Occupational Skill Standards Assessment (KOSSA)/Certificate** – an assessment that is aligned with standards identified for success in the workplace; the certificate is awarded for students who achieve 70% mastery on the multiple choice section and 75% on the scenario section of the assessment
- **Non-traditional** – programs which lead to nontraditional careers

- **Perkins** – the collection of documents/processes that determine the district’s Perkin’s funding allocation.
- **Preparatory Program** – a program/career major that includes a sequence of 4 or more credits
- **Preparatory Student** – a student who has completed two career and technical education credits in a preparatory program and is enrolled in the third credit course(s)
- **Program Areas** – areas under which career majors and course titles are listed in the Program of Studies (POS) Implementation Manual; these program areas appear on the Course Offerings Form (e.g., Ag, Business, Health, Technology)
- **TEDS** – Technical Education Database System—the official repository of student data for all career technical programs in Kentucky (secondary and postsecondary). All eleven (11) Perkins Measures are in TEDS
- **Termination Status** – the ending status for students exiting a CTE program